

**West Ossipee Fire Precinct
Commissioners Meeting
In Person and Via Conference Call
March 7, 2022**

Commissioners: Greg Howard, Patricia Pustell, Denise Castle

Recorded by: Xann Horn – Precinct Commissioners' Secretary

Call to Order: Howard called the meeting to order at 6:01 p.m.

1. Review and Approval of Meeting Minutes

Motion: by Howard, seconded by Castle, to approve February 21, 2022 meeting minutes as revised. **All in favor, motion passed.**

2. Purchase Orders - None.

3. Review and Approval of Manifests

Motion: by Howard, seconded by Pustell, to approve a payables manifest dated March 7, 2022 totaling \$1,484.74. Commissioner Howard reviewed each payable on the manifest verbally for everyone attending via conference call. **All in favor, motion passed.**

Motion: by Howard, seconded by Pustell, to approve a Payroll Manifest for February 2022 with a gross total of \$12,306.01 and to approve payment of 941 employment taxes of \$2,440.76 to be paid via EFTPS. **All in favor, motion passed.**

4. Chief's Report – Commissioner Howard read the February 2022 Chief's Activity Report to those attending in person and via conference call.

Motion: by Howard, seconded by Castle, to accept chief's report as submitted. **All in favor, motion passed.**

5. Mail – A letter was received from the State of NH Department of Transportation regarding the end of the current fixed price contract effective February 28, 2022. Commissioner Howard read the letter to all in attendance via conference call.

6. Old Business

A. COVID-19 Pandemic – Nothing has changed. We have had a slight decline in positive patients that the department have been dealing with. Discussion ensued about relaxing the masking requirement for entering the building. Chief Huddleston stated with the current recommendations, he believes we could make masks optional. Commissioner Castle and Commissioner Pustell believe it is still too soon to remove the mask requirement. No change in the masking requirement will be made.

7. **New Business**

A. Annual Meeting – The weather looks like it is going to cooperate for the Annual Meeting scheduled for Saturday, March 12th at 10:00.

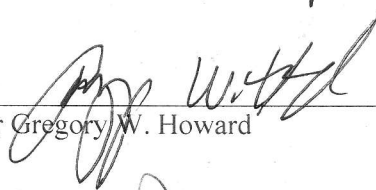
B. 2021 Audit – The auditors recommended that receipts be included with statements for even the small bills (Ossipee Auto Parts). Even though they are under the amount for needing a purchase order, the receipts should be attached to the statements and provided for Commissioners review prior to payment. The Town of Ossipee underpaid the West Ossipee Precinct for 2021 by more than \$13,000. Clarification is required.

8. **Public Comments** – None.

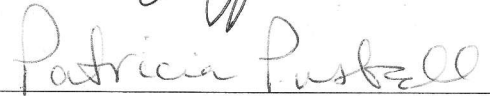
9. **Adjournment**

Motion: by Howard, seconded by Castle, to adjourn the public portion of the meeting and enter into non-public session. **All in favor, motion passed.** The meeting adjourned at 6:38 p.m.

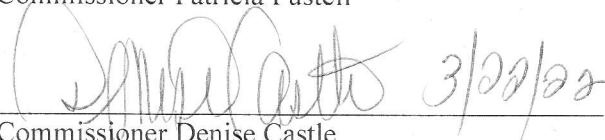
Approved on March 21, 2022



Commissioner Gregory W. Howard

 3-22-22

Commissioner Patricia Pustell

 3/22/22

Commissioner Denise Castle